

City of Ironwood  
213 S. Marquette St.  
Ironwood, MI 49938



# IRONWOOD

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**AGENDA**  
**REGULAR IRONWOOD CITY COMMISSION MEETING**  
**MONDAY, MARCH 9, 2020**  
**Public Hearing 5:25 P.M. and Regular Meeting - 5:30 P.M.**  
**LOCATION: COMMISSION CHAMBER MEMORIAL BUILDING**

**5:25 P.M.**

1. Call Public Hearing to Order.
2. Recording of the Roll.
3. Public Hearing: To hear comment on Ordinance No. 522, Book 5, an Ordinance to amend Article 1. Marihuana Establishments, Sec. 36-6 changing the sunset date to September 1, 2020.
4. Close Public Hearing.

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**5:30 P.M.**

- A. Regular Meeting Called to Order.  
Pledge of Allegiance.
- B. Recording of the Roll.
- C. Approval of the Consent Agenda.\*

***All items with an asterisk (\*) are considered to be routine by the City Commission and will be enacted by one motion. There will be no separate discussion of those items unless a Commission member or citizen so requests, in which event the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.***

- \*1) Approval of Minutes – Regular City Commission Meeting Minutes of February 24<sup>th</sup>.  
\*2) Review and Place on File:  
a. Ironwood Carnegie Library Board Meeting Minutes of January 21, 2020.  
b. Downtown Ironwood Development Authority (DIDA) Meeting Minutes of December 19, 2019 & January 23, 2020.  
c. Pat O'Donnell Civic Center Board Meeting Minutes of March 2, 2020.



This Institution is an Equal Opportunity Provider, Employer and Housing Employer/Lender



D. Approval of the Agenda

E. Citizens wishing to address the Commission on Items on the Agenda. (Three Minute Limit).

F. Citizens wishing to address the Commission on Items not on the Agenda (Three Minute Limit)

#### OLD BUSINESS

G. Consider Ordinance No. 522, Book 5, an Ordinance to amend Article 1. Marihuana Establishments, Sec. 36-6 changing the sunset date to September 1, 2020.

H. Discuss and Consider approving Ordinance No. 523, Book 5, an Ordinance to amend the Code of Ordinances, City of Ironwood, Michigan by adding a new chapter which new chapter shall be designated as Chapter 37 of said Code entitled “Marihuana Establishments”.

#### NEW BUSINESS

I. Discuss and Consider approving ballot language to renew the one mill for continued operation, support, and maintenance of the Pat O’Donnell Civic Center for a period of four years from 2021-2024.

J. Discuss and Consider authorizing and awarding mechanical repairs to Pomasl Fire Equipment, Inc. for Tower #99 (IPSD Ladder Truck) in the amount of \$21,550.10.

K. Discuss and Consider authorizing bids for leak detection services for the municipal water system.

L. Manager’s Report.

M. Other Matters.

N. Consider Closed Session to discuss AFSCME Local 1538 collective bargaining agreement negotiations.

O. Return to Open Session.

P. Adjournment.

**ORDINANCE NO. 522, BOOK 5**

**AN ORDINANCE TO AMEND SECTION 36-6, SUNSET PROVISION OF  
CHAPTER 36, ARTICLE I, MARIJUANA ESTABLISHMENTS OF THE CODE  
OF ORDINANCES, CITY OF IRONWOOD, MI**

**THE CITY OF IRONWOOD ORDAINS:**

**Section 1.** Section 36-6 is amended to read as follows:

This ordinance shall expire on September 1, 2020.

**Section 2.** Repealer. Any ordinance that is in conflict is hereby repealed.

**Section 3.** Severability. If any word, clause, sentence, paragraph or provision of this ordinance is deemed to be invalid by a court of competent jurisdiction, such word, clause, sentence, paragraph or provision so designated shall be deemed severable and the remaining provisions of the ordinance shall be deemed fully enforceable.

**Section 4.** Effective Date. The terms and provisions of this ordinance shall become effective upon publication and adoption in accordance with law.

Adopted and approved by the City Commission of the City of Ironwood, Michigan, this 9<sup>th</sup> day of March 2020. This Ordinance shall be effective upon its adoption and publication as required by law. A copy of the ordinance may be inspected or purchased at the City Clerk's Office in the Memorial Building, 213 S. Marquette Street, Ironwood, Michigan during normal business hours.

Effective: March 9, 2020

\_\_\_\_\_  
ANNETTE DA LIO-BURCHELL, MAYOR

ATTEST:

\_\_\_\_\_  
KAREN M. GULLAN, CITY CLERK

Published in accordance with Act 207, Michigan Public Acts of 1921, and as amended (MCLA 125.581 et al) and provisions of Chapter 6 of the City Charter, for the City of Ironwood, Michigan on March 9, 2020.

## Proceedings of the Ironwood City Commission

A Regular Meeting of the Ironwood City Commission was held on February 24, 2020 at 5:30 P.M. in the City Commission Chambers, Second Floor of the Municipal Memorial Building in the City of Ironwood.

A. Mayor Pro Tem Corcoran called the regular meeting to order at 5:30 P.M.

B. Recording of the Roll.

PRESENT: Commissioner Cayer, Mildren, Semo, and Mayor Pro Tem Corcoran.

ABSENT: Mayor Burchell (excused).

C. Approval of the Consent Agenda.\*

\*1) Approval of Minutes – Regular City Commission Meeting of February 10<sup>th</sup>.

\*2) Review and Place on File:

- a. Economic Development Corporation Meeting Minutes of November 6<sup>th</sup>, 2019.
- b. Parks and Recreation Committee Meeting Minutes of January 6<sup>th</sup>.
- c. Ironwood Housing Commission Meeting Minutes of February 11<sup>th</sup>.
- d. Ironwood Planning Commission Meeting Minutes of January 2<sup>nd</sup>.

***Motion** was made by Cayer, seconded by Mildren to approve the consent agenda as presented. Unanimously passed by roll call vote.*

D. Approval of the Agenda

***Motion** was made by Semo, seconded by Mildren and carried to approve the amended agenda with the removal of “Rural Development” and adding “Pro Tem” to item J. and the removal of item N. Manager’s Report.*

E. Review and Place on File:

1. Revenue & Expenditure Report.
2. Cash and Investment Summary Report.

***Motion** was made by Cayer, seconded by Mildren and carried to receive and place on file the Statement of Revenue & Expenditures Report for the month ending January 31, 2020 and the Cash and Investment Summary Report month ending January 31, 2020.*

F. Approval of Monthly Check Register Report.

***Motion** was made by Corcoran, seconded by Cayer to approve the Monthly Check Register Report for the month ending January 31, 2020. Unanimously passed by roll call vote.*

G. Citizens wishing to address the Commission on Items on the Agenda. (Three Minute Limit).

Martin Celeski, of 258 E. Harding Avenue addressed the City Commission questioning the Sunset date under item L, along with questions on zoning, and enforcement. He further stated he cannot see any advantage to adopting the ordinance and urged the City Commission to opt out.

Mayor Pro Tem Corcoran explained to Mr. Celeski that the ordinances are only being introduced and at the March 9<sup>th</sup> meeting when they have a full City Commission they may or may not adopt the ordinances. Additional comments were received.

H. Citizens wishing to address the Commission on Items not on the Agenda (Three Minute Limit)

There were none.

I. AUDIENCE: Heidi DeRosso, Gogebic County Emergency Management/911 Coordinator (RE: Upcoming 9-1-1 Surcharge Vote)

Heidi DeRosso, Gogebic County Emergency Management/911 Coordinator addressed the City Commission regarding the Upcoming 9-1-1 Surcharge Vote currently on the ballot for the March 10<sup>th</sup> election. Ms. DeRosso noted that if the question passes the possible maximum charge allowed by the county would be \$3 per month per phone line. This is a \$1.35 a month increase from the current possible maximum of \$1.65. It was further stated that currently the \$1.50 generates \$338,000 and there are several large projects needed to be done.

Commissioner Semo requested Ms. DeRosso provide a copy of their current budget to show where the dollars are currently being spent. Further discussion of this matter took place.

OLD BUSINESS

J. Consider approval of ~~Rural Development~~ Change Order No. 1 for the 2019 Local Street Paving Project to Angelo Luppino Construction for the milling and paving the Downtown Alleys in the amount of \$116,224.00 and authorize Mayor **Pro Tem** to sign all applicable documents.

***Motion** was made by Mildren, seconded by Semo to approve the Change Order No. 1 for the 2019 Local Street Paving Project to Angelo Luppino Construction for the milling and paving the Downtown Alleys in the amount of \$116,224.00 and authorize Mayor Pro Tem to sign all applicable documents. Unanimously passed by roll call vote.*

K. Discuss and Consider approving Pay Application to Coleman Engineering Company for the Engineering Design of the Downtown City Square Project in the amount of \$51,000.00.

*Motion was made by Semo, seconded by Mildren to approve the Pay Application to Coleman Engineering Company for the Engineering Design of the Downtown City Square Project in the amount of \$51,000.00.*

*ROLL CALL:*

*Yes (4): Commissioner Mildren, Semo, and Mayor Pro Tem Corcoran.*

*No (1): Commissioner Cayer.*

*Motion carried on a 4 to 1 vote.*

L. Discuss and Consider Introduction of Adult Use Marijuana Establishments Ordinance No. ~~522~~ 523, Book 5, an Ordinance to repeal Chapter 36 entitled “Marihuana Establishments” of the code of Ordinances, City of Ironwood, Michigan and replace it with new Chapter 36.

Mayor Pro Tem Corcoran introduced the Adult Use Marijuana Establishments Ordinance No. ~~522~~ 523, Book 5, an Ordinance to repeal Chapter 36 entitled “Marihuana Establishments” of the code of Ordinances, City of Ironwood, Michigan and replace it with new Chapter 36.

M. Discuss and consider introduction of Ordinance No. ~~521~~ 522, Book 5, an Ordinance to amend Section 36-6, Sunset Provision of Chapter 36, Article I, Marijuana Establishments of the Code of Ordinances, City of Ironwood and schedule a public hearing on Monday, March 9, 2020 at 5:25 P.M.

Mayor Pro Tem Corcoran introduced Ordinance No. ~~521~~ 522, Book 5, an Ordinance to amend Section 36-6, Sunset Provision of Chapter 36, Article I, Marijuana Establishments of the Code of Ordinances, City of Ironwood and schedule a public hearing on Monday, March 9, 2020 at 5:25 P.M.

N. Manager’s Report.

This item was removed from the agenda.

O. Other Matters.

City Clerk Karen Gullan urged everyone to attend the upcoming Meat Extravaganza that was happening in the American Legion on Saturday, February 29, 2019 starting at 6:00 p.m. She further noted this was a fund raiser for the ROTC. The ROTC helps many organizations in our area.

P. Adjournment.

***Motion** was made by Cayer, seconded by Semo and carried to adjourn the meeting at 6:01 p.m.*

*Kim Corcoran, Mayor Pro Tem*

*Karen M. Gullan, City Clerk*

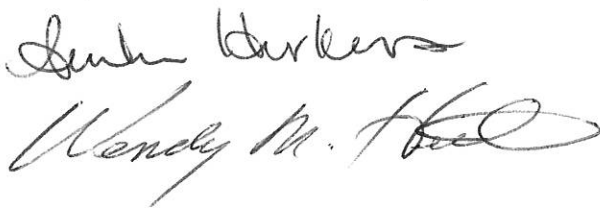
**IRONWOOD CARNEGIE LIBRARY**

Regular Library Board Meeting

4:00 January 21, 2020

- I. **Call to order.** 4:00  
**Present:** Helen Slining, Pam Johnson, Wendy Hicks, Amber Hurkmans, Lynne Wiercinski  
**Absent:** Kathi Maciejewski, Kim Corcoran
- II. **Budget Presentation by Paul Linn:** Review of balance sheet to understand line items including using funds when needed/appropriate. A balance of two months of expenditures is also appropriate.
- III. **Approval of December Financial Reports (including bills):** Pam moved, Helen seconded. Passed unanimously.
- IV. **Approval of December Minutes:** Amber moved, Wendy seconded. Passed unanimously.
- V. **Adjustments to the Agenda:** none
- VI. **Continuing/old Business:**
  - a. **Snow Removal update:** Joe Saari is still doing; our volunteer who had offered to do it has decided he cannot but will still come and do some removal when needed throughout
  - b. **Census update:** Received grant, laptops and tablets ordered, events being scheduled. Looking for volunteers. A lot of information is available.
  - c. **Strategic Plan:** Lynne sent link for a plan from another library. Will review.
  - d. **Annual Appeal** currently at about \$8000.
- VII. **New Business:**
  - a. **Election of Officers:** Amber-President; Helen moved, Pam seconded, passed unanimously. Wendy-Vice Pres.; Helen moved, Pam seconded, passed unanimously. Kathi –Secretary; Pam moved, Helen seconded, passed unanimously
  - b. **MCACA Grant Submission Approval:** Lynne applied for \$650 to bring Tom Pease here to do 2 concerts for area children. Board approved submission of grant for concerts to take place July 2020.
  - c. **Lighting Purchase:** Bid from Giovanoni's for \$4000 to replace 24 new retrofit kits for lighting. Still working with Kerry Noble to get energy credit from Xcel for lighting. Board approved taking \$4000 out of capital improvement funds if necessary to cover costs. Amber moved, Helen seconded, passed unanimously.
  - d. **New Equipment:** Several computers purchased prior to 2012 cannot be updated to Windows 10. Computers have been ordered through Superiorland and updates on older computers will begin soon.
  - e. **Rural conference:** 4/13-4/15 in Lansing. Approximate cost is \$850. If attending, Lynne may leave on Monday, 4/14 since 4/13 is Easter.
  - f. **Sick time/vacation time requests:** Lynne would like to sell back 40 hours of sick time. Amber moved, Helen seconded, passed unanimously. Lynne requested that her remaining vacation time be carried over into her next year (currently at approximately 89 hours); Amber moved, Helen seconded, passed unanimously.
- VIII. **Director Report:**

Superiorland's 3D printer is here and we are currently trying to find someone to do a program for students.
- IX. **Board Comments:** none
- X. **Public Invitation to be heard:** none
- XI. **Adjournment:** 4:55 Amber moved, Helen seconded, passed unanimously.



Amber Hurkmans  
Wendy M. Hicks





**Proceedings of the Downtown Ironwood Development Authority  
Thursday, December 19, 2019**

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A regular meeting of the Downtown Ironwood Development Authority (DIDA) was held on Thursday, December 19, 2019 at 8:00 A.M. in the Women's club Room, 2<sup>nd</sup> Floor, Memorial building, Ironwood Michigan.

1. Call to Order: Chairperson Amy Nosal called the meeting to order at 8:05 A.M.
2. Recording of the Roll.

MEMBER	PRESENT		EXCUSED	NOT EXCUSED
	YES	NO		
Cathy Flory	X			
Nancy Korpela, Vice	X			
Annette Burchell		X	X	
Jake Ring	X			
Amy Nosal	X			
Vacant				
Ivan Hellen	X			
Anna Lovelace		X	X	
Nancy Zak	X			
	<b>6</b>	<b>2</b>	<b>Quorum</b>	

Also, present: Community Development Director Tom Bergman and Community Development Specialist, Tim Erickson

3. Approval of the November 21, 2019 Meeting Minutes:  
**Motion** by Korpela to accept the meeting minutes with the correction as noted from the November 21, 2019 meeting. **Second** by Hellen. **Motion carried 5 to 0.**
4. Approval of the Agenda:  
**Motion** by Korpela to accept agenda. **Second** by Zak. **Motion carried 5 to 0.**
5. Citizens wishing to address the Authority on Items on the Agenda (Three-Minute Limit):  
None.
6. Citizens wishing to address the Authority on Items not on the Agenda (Three-Minute Limit):

7. Items for Discussion and Consideration:

- a. Discuss and consider the approval of the Financial Report: Director Bergman presented the financial report. Wreath donations exceeded amount spent on the wreaths. Director Bergman said that Paul Linn will be coming at a future meeting to go over the budget.

**Motion** by Korpela, to accept the Financial Report. **Second** by Zak. **Motion Passed 5 to 0.**

- b. Approval of 2020 meeting schedule (Jan. 23, Feb. 27, Mar. 26, Apr. 23, May 28, Jun. 25, July 23, Aug 27, Sept. 24, Oct. 22, Nov. 19, Dec. 17).

**Motion** by Hellen, to approve the 2020 meeting schedule. **Second** by Korpela. **Motion Passed 5 to 0.**

- c. Downtown Snow Removal: Director Bergman said that this item will be on the agenda for the future. Zak talked about the unusual amount of snow in such a short period and she praised her snow removal crew. They asked about snow removal in the downtown during heavy snow events. The authority looked at ways to help businesses if major snowfall happens on important days of the Winter season. Nosal brought up the idea of having people dressed up as Santa's to help customers during Small Business Saturday, regardless of large amounts of snowfall.

- d. Discuss and Consider Flower Basket Order for 2020: Director Bergman presented a letter from Lake's Flower Cabin.

**Motion** by Hellen, to purchase 57 flower baskets. **Second** by Flory. **Motion Passed 6 to 0.**

- e. Goal Setting for 2020 (See Attached Process): The Authority discussed the process and then marked goals that they felt were of the highest priority and value. They decided on three goals for the coming year: Riverfront Access, Creating a Tax Increment Finance District, Downtown Enhancement (Visual/Activity).

- f. Comprehensive Plan & Blueprint Plan Implementation Status of Priority Action Items:

- I. Strategy 6.3(d) Continue Business Retention Program: No update.

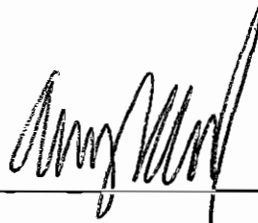
- II. Strategy 6.3(g&h) Develop/continue Business Incubator/entrepreneurial support spaces: No update.

- III. Strategy 6.5(c), 6.7(b) & 6.6(c) First Friday Downtown: The Authority discussed doing a snow art competition for the next First Friday.
- IV. Downtown Redevelopment Sites – City Square Update: Director Bergman said that a consultant is looking at doing the design work and should have a grant agreement by March.
- V. Alley Way Improvement Plan: Korpela said that she placed a light in the alley way.

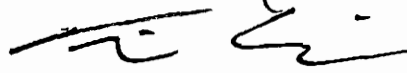
8. Other Business: No update.

9. Next Meeting: January 23, 2020 at 8:00 a.m.

**Motion** by Zak, to adjourn the meeting. **Second** by Korpela. **Motion Passed 5 to 0.**



Amy Nosal, Chair



Tim Erickson, Community Development Specialist



**Proceedings of the Downtown Ironwood Development Authority  
Thursday, January 23, 2020**

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A regular meeting of the Downtown Ironwood Development Authority (DIDA) was held on Thursday, January 23, 2020 at 8:00 A.M. in the Women’s club Room, 2<sup>nd</sup> Floor, Memorial building, Ironwood Michigan.

1. Call to Order: Chairperson Amy Nosal called the meeting to order at 8:03 A.M.
2. Recording of the Roll.

MEMBER	PRESENT		EXCUSED	NOT EXCUSED
	YES	NO		
Cathy Flory	X			
Nancy Korpela, Vice	X			
Annette Burchell	X			
Jake Ring	X			
Amy Nosal	X			
Vacant				
Ivan Hellen	X			
Anna Lovelace	X			
Nancy Zak	X			
	<b>8</b>	<b>0</b>	<b>Quorum</b>	

Also, present: Community Development Specialist, Tim Erickson and Finance Director Paul Linn.

3. Approval of the December 19, 2019 Meeting Minutes:
 

**Motion** by Korpela to accept the meeting minutes with the correction as noted from the December 19, 2019 meeting. **Second** by Lovelace. **Motion carried 7 to 0.**
4. Approval of the Agenda:
 

**Motion** by Lovelace to accept agenda. **Second** by Korpela. **Motion carried 8 to 0.**
5. Citizens wishing to address the Authority on Items on the Agenda (Three-Minute Limit):  
None.
6. Citizens wishing to address the Authority on Items not on the Agenda (Three-Minute Limit):

7. Items for Discussion and Consideration:

- a. Discuss and consider the approval of the Financial Report: Finance Director Linn presented the financial report.

**Motion** by Lovelace, to accept the Financial Report. **Second** by Korpela.  
**Motion Passed 8 to 0.**

- b. Downtown Snow Removal: Zak talked about prioritizing the big commerce events for next year for snow removal.

- c. 2020 Goals

- I. Montreal River Access: The Authority discussed doing a potential river clean up in May. Ring would like to form a committee to focus on the river access project. They discussed talking to Wisconsin to do a collaborative project between the States.

- II. TIF District: Erickson said that he has been working with Jen Tucker from the MEDC to set up a time to present to the DIDA. Erickson will create a poll for people to choose the date that works best for everyone.

- III. Downtown Enhancements: Tabled until the next meeting.

- d. Comprehensive Plan & Blueprint Plan Implementation Status of Priority Action Items:

- I. Strategy 6.3(d) Continue Business Retention Program: Erickson discussed the potential of two new businesses locating in downtown. Ring talked about Lahti's lighting their parking lot for more downtown parking.

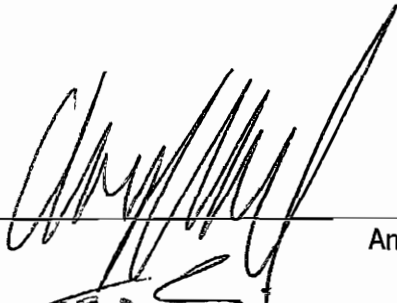
- II. Strategy 6.3(g&h) Develop/continue Business Incubator/entrepreneurial support spaces: Korpela discussed taking it off as a line item and talked about remote working changing. She talked about Invent@NMU taking this role and spreading it throughout the Upper Peninsula.

- III. Strategy 6.5(c), 6.7(b) & 6.6(c) First Friday Downtown: Erickson presented the new First Friday spreadsheet and the worksheet showing details about the next couple First Friday events.

8. Other Business: None.


9. Next Meeting: February 27, 2020 at 8:00 a.m.

**Motion** by Lovelace, to adjourn the meeting. **Second** by Korpela. **Motion Passed 6 to 0.**



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Amy Nosal, Chair



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Tim Erickson, Community Development Specialist

**Civic Center Meeting Minutes**  
**3/2/2020**

1. Meeting called to order by Collins at 5:00 pm
2. Roll Call: Collins, Gullan, Mildren, Moderson, Panosso, Re, Sommer, and Mgr. Sivula present.
3. Motion to approve the agenda with the addendum “Old Business C. Rink-Tec Invoice” made by Mildren, seconded by Gullan. Motion approved.
4. Motion to approve the minutes and financials made by Moderson, seconded by Mildren. Roll Call vote was as follows: Collins-yes, Gullan-yes, Panosso-yes, Re-yes, Sommer-yes, Mildren-yes, Moderson-yes. Motion approved.
5. Citizens wishing to address the Board on items on the agenda: N/A
6. Citizens wishing to address the Board on items not on the agenda: N/A
7. Old Business:
  - A. Ice Crystals Figure Skating Club: Discussion about the I.C.F.S.C.’s year end show and contract was held. Discussion included but wasn’t limited to the club still working on fundraising/donations for the year end show, continuing to advertise, still looking into extra bleachers, working on making basket raffles, and there will be four (4) shows the last weekend in March (3/27-3/29/2020)—one on Friday, two on Saturday, and one on Sunday.
  - B. Schedule Work Session with Paul Linn: Discussion about the financials and clarification of some questions was held. Discussion also included when to set up a work session in order to discuss questions about line items in further detail.
    - i. Motion to set a work session on Monday 3/30/2020 at 4:00 pm in the Women’s Club Room at the Memorial Building was made by Re, seconded by Moderson. Motion approved.
  - C. Rink-Tec Invoice: Discussion about Rink-Tec Invoice #3701 was held. Discussion included but wasn’t limited to the amount left on invoice, the first compressor being covered under warranty, and discrepancies with invoices/payments.
    - i. Motion to pay the remainder of the bill less the cost of the first compressor--\$1,888.10 was made by Mildren, seconded by Re. Roll call vote was as follows: Collins-yes, Gullan-yes, Moderson-yes, Panosso-yes, Sommer-yes, Re-yes, Mildren-yes. Motion approved.
8. New Business:
  - A. Department of Labor Overtime Rule: Discussion about the revised rule regarding employees of whom can be considered for overtime pay was held. Discussion included but was not limited to the effective date of 1/1/2020 for the rule change, salaried employees are exempt, but minimum pay must be \$35,568.00/year; options moving forward include a one-time catch-up payment, incentive activities/benefits needed to meet exemption, and changing minimum salary.

- i. Motion to amend the Civic Center manager's contract and have the salary increased to \$35,568.00 effective retro-actively to 1/1/2020 in order to be in compliance with the Department of Labor made by Gullan, seconded by Sommer. Roll call vote was as follows: Collins-yes, Mildren-yes, Moderson-yes, Panosso-yes, Re-yes, Sommer-yes, Gullan-yes. Motion approved.
  - B. Letter of Intent for Operating Millage: Discussion about the operating millage and the letter of intent to renew the millage and put it on the August 4<sup>th</sup>, 2020 ballot was held.
    - i. Motion to give the Civic Center Chairperson authorization to sign and deliver the Letter of Intent for the Operating Millage to the City of Ironwood made by Mildren, seconded by Gullan. Roll call vote was as follows: Collins-yes, Moderson-yes, Panosso-yes, Re-yes, Sommer-yes, Gullan-yes, Mildren-yes. Motion approved.
  - C. Phone Meeting: Discussion of a 9:00 am phone meeting on Tuesday March 3<sup>rd</sup>, 2020 between the Civic Center, the City of Ironwood, and their insurance company was held. Discussion included but wasn't limited to Board member availability and Signal being in town the same day and the uncertainty of whether Signal would be joining the conversation.
- 9. Other matters:
  - A. Moderson—Requested an update from Mgr. Sivula on how she felt she was adjusting to her position and what, if any, issues might there still be.
    - i. Mgr. Sivula feels that she is adapting well and learning as much as she can. She feels that there is still an issue with people carrying in food against the Civic Center's no carry-in policy and that signs of the policy should be well displayed in the future. Changing room messes have decreased and the teams have left them in much better condition than previously reported.
  - B. Consider Closed Session: Discussion about whether or not to go into closed session in order to discuss the I.C.F.S.C. contract was held. The Board decided that a closed session was not needed.
- 10. Next Regular Meeting Monday 4/6/2020 at 5:00 pm at IPSD.
  - A. Work Session on Monday 3/30/2020 at 4:00 pm at the Memorial Building.
- 11. Adjournment: Motion to adjourn at 6:37 pm made by Gullan, seconded by Re. Motion approved.



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**To:** Mayor Burchell and City Commission

**From:** Tom Bergman, Community Development Director

**Date:** March 5, 2020

**Meeting Date:** March 9, 2020

**Re:** Discussion and Consideration "City of Ironwood Adult-Use Marihuana Establishment Ordinance" and amendment to sunset provision of Opt-Out Ordinance

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Included in this memo is the current draft of the "Adult-Use Marihuana Establishment Ordinance" and the extension of the sunset provision of the "Marihuana Establishment" Opt-Out Ordinance. The reason we are discussing both ordinances is because the Opt-Out extension will be necessary regardless of whether the Commission adopts the Adult-Use Ordinance or not. Here are a few scenarios to consider while evaluating the two documents.

1. If the City Commission decides to make additional changes to the Adult-Use Ordinance, it will be necessary to extend the Opt-Out Ordinance so there is adequate time to make changes to the ordinance and go through the development of applications and procedures to implement the ordinance.
2. If the City Commission decides that the Adult-Use Ordinance is appropriate as written, the Opt-Out ordinance will need to be extended to allow time to develop applications and procedures. The Adult-Use Ordinance may be adopted at this meeting. Our suggestion would be if the Commission adopts the ordinance, please include in the motion that the ordinance does not go into effect until September 1<sup>st</sup> 2020, to allow adequate time to develop applications, policies, and procedures to implement the ordinance. The Opt-Out ordinance will be extended to that same date.
3. If the City Commission decides that it does not want to Opt-In to any Adult-Use Marihuana Establishments, then the Commission will need to adopt the Opt-Out Ordinance and amend it so the sunset provision is removed.

## Recommendation

On February 13<sup>th</sup> 2020 the Planning Commission held a public hearing for the Adult Use Marihuana Establishment Ordinance. Their recommendation to the Commission is if the Commission wishes to adopt rules regulating Adult Use Marihuana Establishments, this is the ordinance language they recommend adopting.



This Institution is an Equal Opportunity Provider, Employer and Housing Employer/Lender



**ORDINANCE NO. 523, BOOK 5**

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF IRONWOOD, MICHIGAN BY ADDING A NEW CHAPTER WHICH NEW CHAPTER SHALL BE DESIGNATED AS CHAPTER 37 OF SAID CODE ENTITLED “MARIHUANA ESTABLISHMENTS”**

**THE CITY OF IRONWOOD ORDAINS:**

**Sec. 37-1. Title.**

This chapter shall be known and cited as the “City of Ironwood Regulation of Adult-Use Marihuana Establishment Ordinance.”

**Sec. 37-2. Purpose.** The purpose of this ordinance is to regulate adult-use marihuana establishments. The City finds that these activities are significantly connected to the public health, safety, security, and welfare of its citizens and it is therefore necessary to regulate and enforce safety, security, fire, policing, health, and sanitation practices related to such activities and also to provide a method to defray administrative costs incurred by such regulation and enforcement. It is not the intent of this ordinance to diminish, abrogate, or restrict the protection for adult-use marihuana use found in the Michigan Regulation and Taxation of Marihuana Act, MCL 333.27951 et seq. (the “Act”).

**Sec. 37-3. Definitions.**

The words and phrases used in this ordinance shall have the following meanings, or the meanings ascribed in the Act or the state rules, unless the context clearly indicates otherwise.

*Act* means the Michigan Regulation and Taxation of Marihuana Act, 2018 IL 1, MCL 333.27951 *et seq.*

*City* means the City of Ironwood.

*Clerk* means the clerk of the City of Ironwood.

*Department* means the Michigan Department of Licensing and Regulatory Affairs or its successor agency.

*Designated Consumption Establishment* means a commercial space that is licensed by the Department and authorized to permit adults 21 years of age and older to consume Marihuana products at the location indicated on the state license.

*Marihuana Establishment* means a Marihuana Grower, Marihuana Safety Compliance Facility, Marihuana Processor, Marihuana Microbusiness, Marihuana Retailer, Marihuana Secure Transporter, or any other type of business licensed by the Department to operate under the Act.

*Marihuana Event Organizer* means a person licensed to apply for a temporary marihuana event license under these rules.

*Marihuana Grower* means a person licensed by the Department to cultivate marihuana and sell or otherwise transfer marihuana to Marihuana Establishments. Marihuana grower license types are:

- (1) Class A – not more than 100 marihuana plants;
- (2) Class B – not more than 500 marihuana plants;
- (3) Class C – not more than 2000 marihuana plants;
- (4) Excess marihuana grower – issued to a person who holds 5 stacked Class C licenses.

*Marihuana Microbusiness* means a person licensed by the Department to cultivate not more than 150 marihuana plants; process and package marihuana; and sell or otherwise transfer marihuana to individuals who are 21 years of age or older or to a Marihuana Safety Compliance Facility, but not to other Marihuana Establishments.

*Marihuana Processor* means a person licensed by the Department to obtain marihuana from Marihuana Establishments; process and package marihuana; and sell or otherwise transfer marihuana to Marihuana Establishments.

*Marihuana Retailer* means a person licensed by the Department to obtain marihuana from Marihuana Establishments and to sell or otherwise transfer marihuana to Marihuana Establishments and to individuals who are 21 years of age or older.

*Marihuana Safety Compliance Facility* means a person licensed by the Department to test marihuana, including certification for potency and the presence of contaminants.

*Marihuana Secure Transporter* means a person licensed by the Department to obtain marihuana from Marihuana Establishments in order to transport marihuana to Marihuana Establishments.

*Ordinance* means this corpus and any amendments thereto.

*Person* means any firm, person, partnership, association, corporation, company, or legal entity of any kind.

*School* means private or public licensed institution where children attend classes in preschool programs, kindergarten programs, or grades 1 through 12.

*Temporary Marihuana Event License* means a state license held by a marihuana event organizer for an event where the onsite sale or consumption of marihuana products, or both, are authorized at the location indicated on the state license during the dates indicated on the state license.

**Sec. 37-4. Operation Without a License.**

- (a) No person shall operate a Marihuana Establishment in the City without first obtaining a license to do so from the Clerk.
- (b) The City Commission may establish, by resolution, an appropriate nonrefundable license annual fee, not to exceed five thousand dollars (\$5,000.00) or as defined by state law, to help defray application and administrative costs.
- (c) The City shall issue no more than two (2) Marihuana Microbusiness licenses. The City shall issue no more than two (2) Marihuana Retailer licenses. Licenses for Marihuana Growers is limited to two (2) of each class. Licenses for Marihuana Processors is limited to two (2) licenses. Marihuana Safety Compliance Facilities and Marihuana Secure Transporters licenses are unlimited. The following establishments are prohibited and can only be licensed by a change to this ordinance: Designated Consumption Establishment, Marihuana Event Organizer, and Temporary Marihuana Event Licenses.

**Sec. 37-5. License Application Submission.**

- (a) Applications for a license shall be made in writing to the Clerk. All completed applications submitted to the Clerk shall be considered for issuance of a license. Completed applications shall be considered through a competitive process. Licenses for Marihuana Safety Compliance Facilities and Marihuana Secure Transporters will not be part of a competitive process.
- (b) An application for a license required by this Ordinance shall be made under oath on forms provided by the City, and shall be deemed to be complete only if it contains all of the following:
  - (1) The appropriate nonrefundable license fee in the amount set by City Commission resolution pursuant to Section 3;
  - (2) If the applicant is an individual, the applicant's name, date of birth, social security number, physical address, including residential and any business address; copy of government-issued photo identification; email address, and one or more phone numbers including emergency contact information;
  - (3) If the applicant is an entity, the names, dates of birth, physical addresses including residential and any business address; copy of government-issued photo identification, email addresses, and one or more phone numbers of each individual with an ownership interest, including designation of one such individual as the primary point of contact; contact information for an emergency contact person, articles of incorporation, assumed name registration; Internal Revenue Service EIN

confirmation letter; copy of the operating agreement of the applicant, if a limited liability company; copy of the partnership agreement, if a partnership; names and addresses of the beneficiaries, if a trust or a copy of the bylaws or shareholder agreement, if a corporation;

- (4) The applicant must provide two years of federal and state tax returns.
- (5) A notice of prequalification status approval from the Department, as defined under the state rules, specifically the Emergency Rules of July 3, 2019, Rule 6, Section 2;
- (6) The name and physical address of the proposed Marihuana Establishment; site plan and building layout; and location area map of the marihuana establishment and surrounding area that identifies the relative locations and the distances (as measured from the parcel lines of the individual properties) to the closest real property comprising a public or private elementary, vocational or secondary school, or public park;
- (7) A signed acknowledgment that the applicant is aware and understands that all matters related to marihuana growing, cultivation, possession, testing, safety compliance and transporting, are currently subject to state and federal laws, rules and regulations, and that the approval or granting of a license hereunder does not exonerate or exculpate the applicant from abiding by the provisions and requirements and penalties associated with those laws, rules, and regulations, or exposure to any penalties associated therewith; and further, the applicant waives and forever releases any claim, demand, action, legal redress, or recourse against the City, its elected and appointed officials, and its employees and agents for any claims, damages, liabilities, causes of action, damages, or attorney fees that the applicant may incur as a result of the violation by the applicant, its stakeholders and agents of those laws, rules, and regulations; and
- (8) One of the following: (a) proof of ownership of the entire premises wherein the Marihuana Establishment is to be operated; or (b) written consent from the property owner for the use of the premises in a manner requiring licensure under the Act along with a copy of the lease for the premises.
- (9) Any other information which may be required by the clerk.
  - a. If the applicant is denied, the clerk shall issue a written notice of denial to the applicant. All communication will be sent by first class mail to the address for the applicant provided on the application.
  - b. A license will not be granted until the applicant, and each person holding an ownership interest in the applicant, have passed a criminal background check conducted by the Ironwood Public Safety Department.
  - c. A license will not be granted until the City Finance Director verifies that the applicant does not owe to the City any taxes or other default.

d. License holders shall report any other change in the information required by this ordinance to the city clerk within 10 business days of the change. Failure to do so may result in suspension or revocation of the license.

- (c) Nothing in this Ordinance shall be read as prohibiting a person from obtaining multiple licenses under this Ordinance. An individual or entity must apply for a license for each Marihuana Establishment that the individual or entity intends to operate in the City.
- (d) To the extent permissible, all information submitted in conjunction with an application under this Ordinance is confidential and exempt from disclosure under the Michigan Freedom of Information Act, 1976 PA 442, MCL 15.231 *et seq.*

### **37-6. License Application Evaluation.**

- (a) Upon receipt of a completed application meeting the requirements of this Ordinance and confirmation that the number of existing licenses does not exceed the maximum number established by this Ordinance, the Clerk shall refer a copy of the application to each of the following for their review: the Planning & Zoning Administrator, the Building Inspector, the Electrical Inspector, the Mechanical & Plumbing Inspector, and City of Ironwood Public Safety Director and/or designee. Once reviewed for completeness by the above-mentioned individuals, the application will be reviewed by the Planning Commission and the City Commission through a competitive process.
- (b) No application shall be approved unless:
  - (1) The Planning & Zoning Administrator has confirmed that the proposed location complies with this Ordinance and the Zoning Code; and
  - (2) The Building Inspector, Electrical Inspector, the Mechanical & Plumbing Inspector, and public safety director and/or designee have inspected the proposed location for compliance with all local and state fire codes, laws and ordinances for which they are charged with enforcement.
  - (3) Application is approved by City Commission and Planning Commission
- (c) If written approval is given by each of the parties identified in subsection B, the Clerk shall issue a license to the applicant.
- (d) Licenses issued under this Ordinance may not be transferred to another person without the approval of the City Commission and Planning Commission and not within 12 months of the original issuance date. For purposes of this subsection, a change in, transfer of, or acquisition of control of the licensee is considered to be a transfer. In order to receive approval to transfer a license to a different person, the licensee must make a written request to the Clerk, indicating the current licensee and the proposed licensee. License transfers must also be reviewed by the City Planning Commission and City Commission. Franchisors that list the franchisee on the application as a co applicant are exempt from the

12 month transfer requirement. Franchisor license transfer will still require City Planning Commission and City Commission approval.

- (e) Licenses issued under this Ordinance may not be transferred to a different location without the approval of the City Commission and Planning Commission. In order to receive approval to transfer a license to a different location, the licensee must make a written request to the Clerk, indicating the current location and the proposed location. The Clerk shall refer a copy of the application to each of the following for their approval: the Planning & Zoning Administrator, the Building Inspector, the Electrical Inspector, the Mechanical & Plumbing Inspector, and City of Ironwood Public Safety Director and/or designee. Transfer of the license to a different location will only be approved after review by the City Commission and Planning Commission and must meet the following:
  - (1) The Planning & Zoning Administrator has confirmed that the proposed new location complies with this Ordinance and the Zoning Code; and
  - (2) The Building Inspector, the Electrical Inspector, the Mechanical & Plumbing Inspector, and the City of Ironwood Public Safety Director and/or designee have confirmed that the proposed new location is in compliance with all laws and ordinances for which they are charged with enforcement.
- (f) A City of Ironwood License will not be issued until all required State Licenses have been approved and granted. City of Ironwood licenses will be issued for the term of one year and will run concurrently with the term of the applicant's state license.
- (g) Before a license is issued or renewed, the licensee or renewal applicant shall file a proof of financial responsibility for the liability for bodily injury on the form prescribed, for an amount not less than \$2,000,000. Proof of building insurance for the building where the Marihuana Establishment is located shall be provided with the application.

**37-7. Licenses Generally.**

- (a) No consumption of marihuana shall be permitted on the premises of a Marihuana Establishment, and a sign shall be posted on the premises of each Marihuana Establishment indicating that consumption is prohibited on the premises.
- (b) The license required by this Ordinance shall be prominently displayed on the premises of the Marihuana Establishment.
- (c) A Marihuana Establishment receiving a license under this Ordinance shall be subject to inspection by City Law Enforcement and other City Personnel for compliance with all applicable state and local permits and licenses at any time.
- (d) All necessary building, electrical, plumbing, and/or mechanical permits shall be obtained from the City or other applicable governmental authority. All buildings shall be brought up to local and state building code requirements.

- (e) All persons working in direct contact with marihuana shall conform to hygienic practices while on duty, including, but not limited to:
  - (1) Maintaining adequate personal cleanliness.
  - (2) Washing hands thoroughly in adequate hand-washing areas before starting work and at any other time when the hands may have become soiled or contaminated.
  - (3) Refraining from having direct contact with marihuana if the person has or may have an illness, open lesion, including boils, sores, or infected wounds, or any other abnormal source of microbial contamination, until such condition is corrected.
- (f) Litter and waste (liquid or solid) shall be properly removed and the operating systems for waste disposal are maintained in an adequate manner so that they do not constitute a source of contamination in areas where marihuana is exposed.
- (g) Floors, walls, and ceilings shall be constructed in such a manner that they may be adequately cleaned and kept clean and in good repair.
- (g) There shall be adequate screening or other protection against the entry of pests. Rubbish shall be disposed of so as to minimize the development of odor and minimize the potential for waste becoming an attractant, harborage, or breeding place for pests.
- (i) Any buildings, fixtures, and other facilities shall be maintained in a sanitary condition.
- (j) Marihuana that can support the rapid growth of undesirable microorganisms shall be held in a manner that prevents the growth of those microorganisms.
- (k) Marihuana Establishments shall be free from infestation by insects, rodents, birds, or vermin of any kind.
- (l) A Marihuana Establishment shall continuously monitor the entire premises on which they are operated with surveillance systems that include security cameras. The video recordings from such systems shall be maintained in a secure, off-site location for a period of thirty (30) days.
- (m) No Marihuana Establishment shall be operated in a manner creating noise, dust, vibration, glare, fumes, or odors detectable to normal senses beyond the structure on which the Marihuana Establishment is operated (this includes the structure where the growing, retail, or processing facility is located). No Marihuana Establishment shall violate Ch. 17 (Nuisances) of the City of Ironwood Code of Ordinances.
- (n) Disposal of marihuana shall be accomplished by a manner that prevents its acquisition by any person who may not lawfully possess it and otherwise in conformance with the Act and the rules promulgated thereunder. Disposal structures must be locked and secured.
- (o) It shall be prohibited to display any signs that are inconsistent with this Ordinance, local ordinances, the Act, or rules promulgated thereunder. No off-premise signage is permitted.



- (p) It shall be prohibited to use advertising material that is misleading, deceptive, or false, or that is designed to appeal to minors aged 17 years and younger.
- (q) No Marihuana Establishment shall be located within an area zoned exclusively for residential use (R-1, R-2, C-1) and not within any of the following buffers; 500 feet of a property line of a pre-existing school, 100 feet of a property line of a church, 100 feet of a property line of a public library, and 100 feet of a property line of a city park. It shall be the responsibility of the owner or operator of the proposed state-licensed Marihuana Establishment to demonstrate and ensure that a proposed location is not within one of the buffers. If any part of the property is in the prohibited buffer or district the entire property is affected.
- (r) Marihuana Retailers and Microbusinesses shall not include, drive-thru, exterior, or off-site sales. Marijuana retailers shall not be located in a mobile or temporary structure.
- (s) Marihuana producers, marihuana processors, and marihuana retailers shall connect to all City utilities. (Additional Treatment of waste may be required before entering the municipal sewer system)
- (t) The Marihuana Establishment shall be designed, located, constructed and buffered to blend in with its surroundings and mitigate significant adverse impacts on adjoining properties and the community. Odors shall be minimized by installing filtration systems. Special attention will be given to noise, light, glare, and traffic impacts. A lighting plan shall be provided to show how light pollution will be mitigated. No barred windows and doors are permitted.
- (u) Marihuana Establishments are not permitted as home occupations.
- (v) Any Marihuana Secure Transporter who has been granted a license under the Act may transport marihuana or money associated with the purchase or sale of marihuana through the City but may not store marihuana or money associated with the purchase or sale of marihuana in the City for more than 48 hours. All Marihuana Secure Transporters must show proof of bonding and insurance.
- (w) The annual license fee, not to exceed five thousand dollars (\$5,000.00) or as designated by state law, to help defray application, administrative, and enforcement costs associated with the operation of Marihuana Establishments in the City will be collected at the time the license application is submitted and is non-refundable.
- (x) An applicant or licensee shall notify the Clerk of any changes in the information submitted in Section 4(B) within two (2) business days of such changes occurring.

### **Sec. 37-8. License Renewal**

- (a) The term of each license shall be one year. Within ninety (90) days of the expiration of a license, the licensee shall apply to renew its license. Applications to renew a license shall be made in writing to the Clerk. If a licensee fails to file an application to renew a license (45) days prior to the date that the license expires, the license shall be deemed forfeited.

- (b) An application to renew a license required by this Ordinance shall be made under oath on forms provided by the City and shall contain substantially the same information as required in Section 4(B), as well as the appropriate nonrefundable annual license fee in the amount up to \$5,000 set by City Commission resolution pursuant to Section 6(Y).
- (c) Unless the Clerk finds that denial of a renewal application is warranted pursuant to Section 12, the Clerk shall grant a renewal license to a licensee as long as the licensee has a valid state license issued by the Department to operate that Marihuana Establishment.

**Sec. 37-9. Marihuana Retailer.**

- (a) A Marihuana Retailer shall be limited to the C-3 (Highway Commercial) and C-2 (Downtown Commercial) Districts pursuant to the Zoning Ordinance of City.
- (b) No Marihuana Retailer shall be open between the hours of 10:00 p.m. and 8:00 a.m.
- (c) Only persons twenty-one (21) years of age and older are allowed on the premises of a Marihuana Retailer.
- (d) No Marihuana Retailer will be permitted in areas of downtown as described in Figure 1.

**37-10. Marihuana Microbusiness.**

- (a) A Marihuana Microbusiness shall be limited to the C-3 (Highway Commercial) and C-2 (Downtown Commercial) District pursuant to the Zoning Ordinance of City.
- (b) A Marihuana Microbusiness may operate twenty-four (24) hours a day, seven (7) days a week, but may only be open to the public between the hours of 8:00 a.m. and 10:00 p.m.
- (c) Only persons twenty-one (21) years of age and older are allowed on the premises of a Marihuana Microbusiness.
- (d) No Marihuana Microbusiness will be permitted in the downtown as described in Figure 1.
- (e) Marihuana Microbusinesses must be free standing, single story, and must meet all the setback requirements for the C-3 zoning district regardless of location.

**Sec. 37-11. Marihuana Grower.**

- (a) A Marihuana Grower shall be limited to the I-1 (Industrial) District pursuant to the Zoning Ordinance of City.
- (b) A Marihuana Grower may operate twenty-four (24) hours a day, seven (7) days a week.
- (c) Only persons twenty-one (21) years of age and older are allowed on the premises of a Marihuana Grower.
- (d) A Marihuana Grower must meet all setbacks specified under the appropriated district in the City of Ironwood Zoning Ordinance.

- (e) A Marihuana Growing facility must be indoors in a locked facility. Outdoor growing is prohibited.
- (f) No Marihuana Grower will be permitted in the downtown as described in Figure 1.

**Sec. 37-12. Marihuana Processor.**

- (a) A Marihuana Processor shall be limited to the I-1 (Industrial) District pursuant to the Zoning Ordinance of City.
- (b) A Marihuana Processor may operate twenty-four (24) hours a day, seven (7) days a week.
- (c) Only persons twenty-one (21) years of age and older are allowed on the premises of a Marihuana Processor.
- (d) A Marihuana Processor must meet all setbacks specified under the appropriated district in the City of Ironwood Zoning Ordinance.
- (e) No Marihuana Processor will be permitted in the downtown as described in Figure 1.

**Sec. 37-13. Marihuana Secure Transporter.**

- (a) A Marihuana Secure Transporter facility and/or office shall be limited to the I-1 (Industrial) District pursuant to the Zoning Ordinance of City.
- (b) A Marihuana Secure Transporter may operate twenty-four (24) hours a day, seven (7) days a week.
- (c) Only persons twenty-one (21) years of age and older are allowed on the premises of a Marihuana Secure Transporter.
- (d) A Marihuana Secure Transporter is solely for transportation between Marihuana Establishments not to the general public.

**Sec. 37-14. Marihuana Safety Compliance Facility.**

- (a) A Marihuana Safety Compliance Facility shall be limited to the I-1 (Industrial), C-3 (Highway Commercial), and C-2 (Downtown Commercial) District pursuant to the Zoning Ordinance of City.
- (b) A Marihuana Safety Compliance Facility may operate twenty-four (24) hours a day, seven (7) days a week.
- (c) Only persons twenty-one (21) years of age and older are allowed on the premises of a Marihuana Safety Compliance Facility.
- (d) No Marihuana Safety Compliance Facility will be permitted in the downtown as described in Figure 1.

**Sec. 37-15. Marihuana Establishment Signage Requirements**

- (a) All signs must be preapproved in the licensing process and meet all zoning ordinance requirements.
- (b) All the signs in the C-2 District must meet all requirements of the zoning ordinance (see Section 34-134(7)) of the City of Ironwood Zoning Ordinance and the following; No lighted signs, lettering limited to three inches in height, no free standing or flag signs, no graphical signs, and black and white lettering only.
- (c) All Signs in the C-3 District must meet all requirements of the zoning ordinance (see Section 34-154(7)) of the City of Ironwood Zoning Ordinance and the following; No lighted signs, lettering limited to three inches in height, no flag signs, no graphical signs, and black and white lettering only.
- (d) All signs in the I-1 District must meet all the requirements of the zoning ordinance (see Section 34-175(9)) of the City of Ironwood Zoning Ordinance.

**Sec. 37-16. Marihuana Establishment Façade Requirements**

- (a) Windows must be clear and not covered with paper or any type of film or frosting.
- (b) Facades must meet the character of the surrounding buildings.
- (c) Barred doors and windows are prohibited.
- (d) Front entrances are the only entrance allowed to be used by customers.

**Sec. 37-17. Denial and Revocation.**

- (a) An initial or renewal license application shall be denied if it does not meet the requirements of this Ordinance.
- (b) Should the city clerk revoke or deny an application, the applicant shall have 14 days from the mailing of the denial/revocation to appeal the denial/revocation to the city manager by filling a notice of appeal with the city manager's office. The city manager may require additional information or act upon the appeal based upon the information supplied to the city clerk. Should the city manager reverse the decision of the clerk, the clerk shall issue a provisional license. Should the city manager affirm the decision of the clerk, the city manager shall issue a written notice of affirming the decision of the clerk. All communications will be sent by first class mail to the address for the applicant provided in the application.

The applicant shall have 14 days from the mailing of a decision by the city manager affirming the decision of the city clerk to appeal to the city commission. To appeal the decision of the city manager, the applicant must file a notice of appeal with the city clerk.

The city commission shall hear the appeal at its next regular meeting, but not sooner than seven (7) days from the receipt of the appeal.

- (c) A license issued under this Ordinance may be revoked on any of the following basis.
- (1) Any violation of this ordinance;
  - (2) Any conviction of delivery of a controlled substance to a minor;
  - (3) City clerk finding of fraud, misrepresentation or the making of a false statement by the applicant or any stakeholder of the applicant while engaging in any activity for which this ordinance requires a municipal license or in connection with the application for a license or request to renew a license;
  - (4) The license holder or any of its stakeholders is in default to the city personally or in connection with any business in which they hold an ownership interest, for failure to pay property taxes, special assessments, fines, fees or other financial obligation;
  - (5) The marihuana establishment is determined by the city to have become a public nuisance; or
  - (6) The department has denied, revoked or suspended the applicant's state operating license.

**Sec. 37-18. No Vested Rights.**

A property owner, lessor, license applicant, or licensee shall not have vested rights or nonconforming use rights that would serve as a basis for failing to comply with this Ordinance.

**Sec. 37-19. Penalties.**

Any person in violation of any provision of this Ordinance or any provision of a license issued under this Ordinance is responsible for a civil infraction, punishable by a fine of up to five hundred dollars (\$500.00) for each violation. Each day that a violation continues to exist shall constitute a separate offense. Any criminal prosecutions hereunder shall not prevent civil proceedings for abatement and termination of the activity complained of.

**Sec. 37-20. Severability.**

Nothing in this Ordinance is intended to limit an individual's or entity's rights under the Act. The Act or the rules promulgated thereunder supersede this Ordinance where this is a conflict between them. This Ordinance and various parts, sections and clauses thereof, are hereby declared severable. If any parts, sections, paragraphs or clauses are adjudged invalid, it is hereby provided that the remainder of this Ordinance shall not be affected thereby.

**Sec. 37-21. Repealer.**

Any ordinance that is in conflict with this Ordinance is hereby repealed.

**Sec. 37-22. Effective Date.**

The terms and provisions of this Ordinance shall become effective upon publication and adoption in accordance with law.

Effective: \_\_\_\_\_, 2020

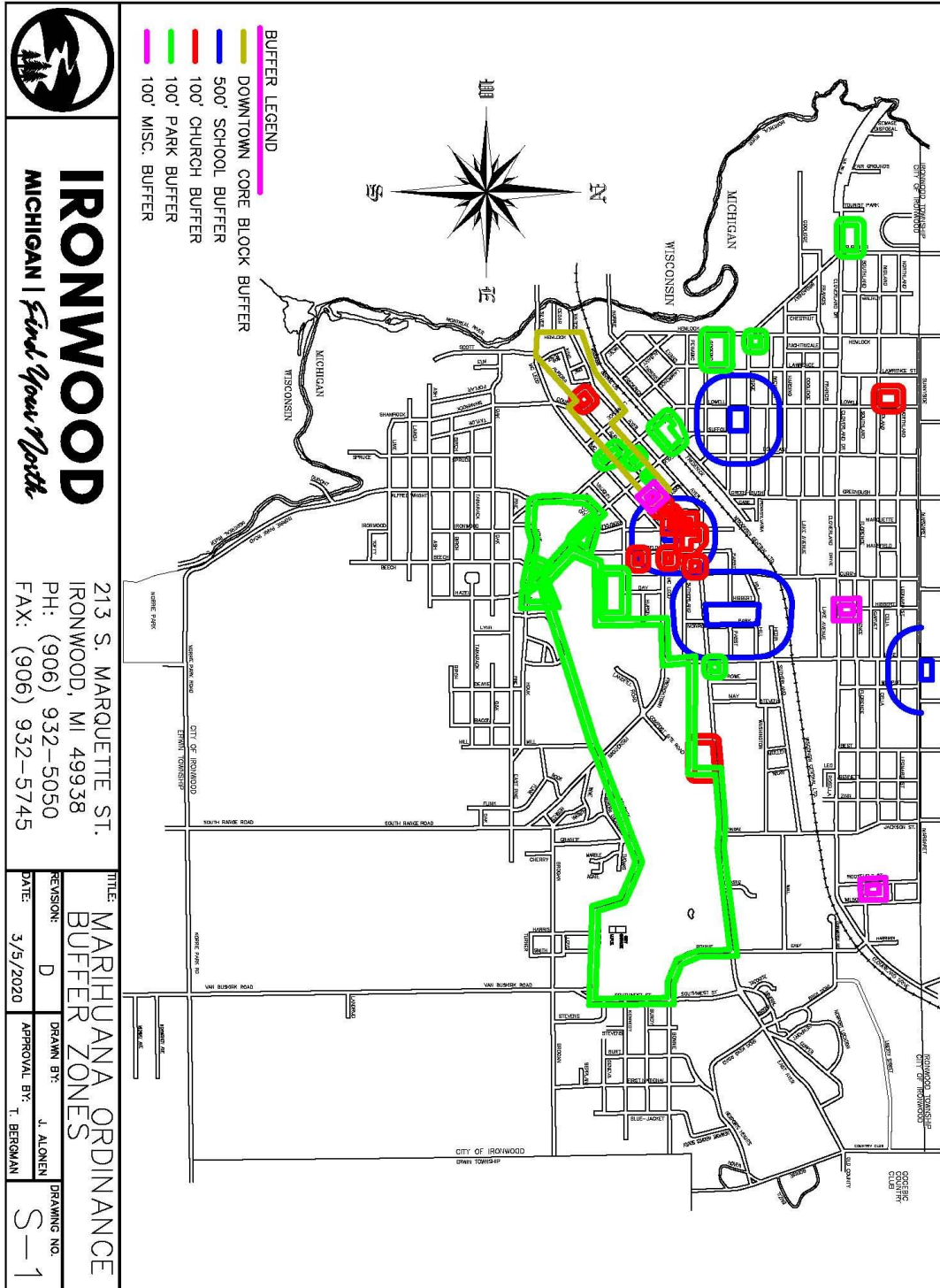
\_\_\_\_\_  
ANNETTE DA LIO-BURCHELL, MAYOR

ATTEST:

\_\_\_\_\_  
KAREN M. GULLAN, CITY CLERK

DRAFT

Figure 1: Buffer Map and Downtown Core Block Map (Yellow – Marihuana Microbusinesses, Marihuana Retailers, Marihuana Growers, Marihuana Processors, Marihuana Secure Transporters, and Marihuana Safety Compliance Facilities prohibited)



**ORDINANCE NO. 522, BOOK 5**

**AN ORDINANCE TO AMEND SECTION 36-6, SUNSET PROVISION OF CHAPTER 36, ARTICLE I, MARIJUANA ESTABLISHMENTS OF THE CODE OF ORDINANCES, CITY OF IRONWOOD, MI**

**THE CITY OF IRONWOOD ORDAINS:**

**Section 1.** Section 36-6 is amended to read as follows:

This ordinance shall expire on September 1, 2020.

**Section 2.** Repealer. Any ordinance that is in conflict is hereby repealed.

**Section 3.** Severability. If any word, clause, sentence, paragraph or provision of this ordinance is deemed to be invalid by a court of competent jurisdiction, such word, clause, sentence, paragraph or provision so designated shall be deemed severable and the remaining provisions of the ordinance shall be deemed fully enforceable.

**Section 4.** Effective Date. The terms and provisions of this ordinance shall become effective upon publication and adoption in accordance with law.

Adopted and approved by the City Commission of the City of Ironwood, Michigan, this 9<sup>th</sup> day of March 2020. This Ordinance shall be effective upon its adoption and publication as required by law. A copy of the ordinance may be inspected or purchased at the City Clerk's Office in the Memorial Building, 213 S. Marquette Street, Ironwood, Michigan during normal business hours.

Effective: March 9, 2020

\_\_\_\_\_  
ANNETTE DA LIO-BURCHELL, MAYOR

ATTEST:

\_\_\_\_\_  
KAREN M. GULLAN, CITY CLERK

Published in accordance with Act 207, Michigan Public Acts of 1921, and as amended (MCLA 125.581 et al) and provisions of Chapter 6 of the City Charter, for the City of Ironwood, Michigan on March 9, 2020.



March 2, 2020

Annette Burchell, Mayor and City Commission  
City of Ironwood  
213 S. Marquette St.  
Ironwood, MI 49938

RE: Millage Renewal - Pat O'Donnell Civic Center

Dear Mayor & Ironwood City Commissioners:

The Pat O'Donnell Civic Center would like to request your approval for renewal of the Civic Center Millage to be placed on the August 4, 2020 State Primary ballot.

Language listed below;

**"PROPOSAL TO RENEW OR CONTINUE THE PREVIOUS ONE MILL, (1.0) 2017-2020 FOR THE CONTINUED OPERATION, SUPPORT, AND MAINTENANCE OF THE PAT O'DONNELL CIVIC CENTER FOR A PERIOD OF FOUR (4) YEARS FROM 2021-2024, INCLUSIVE:**

**SHALL THE LIMITATION ON THE TOTAL AMOUNT OF TAXES WHICH MAY BE ASSESSED AGAINST ALL PROPERTY IN THE CITY OF IRONWOOD BE INCREASED ONE (1) MILL (\$1.00-1 MILL PER \$1,000 FOR STATE TAXABLE VALUATION) FOR A PERIOD OF FOUR (4) YEARS, 2021-2024 INCLUSIVE, THE TAXES TO BE RAISED TO BE USED EXCLUSIVELY FOR THE CONTINUED OPERATION, SUPPORT AND MAINTENANCE OF THE PAT O'DONNELL CIVIC CENTER. (THIS IS THE MILLAGE RATE THAT HAS BEEN IN EFFECT FROM 2005 AND REPRESENTS A RENEWAL OF THE MILLAGE, RATHER THAN AN INCREASE)."**

Sincerely,

A handwritten signature in black ink that reads "Jim Collins (Chairperson)". The signature is written in a cursive style.

The Pat O'Donnell Civic Center Board of Directors



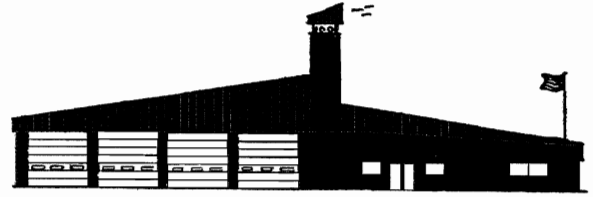
**The City of  
IRONWOOD  
Department of Public Safety**

123 West McLeod Avenue



Ironwood, Michigan 49938

PHONE: 906-932-1234



**Andrew DiGiorgio  
Director of Public Safety**

March 5, 2020

TO: Mayor Annette Burchell  
Ironwood City Commissioners

From: Andrew J. DiGiorgio, Director  
Ironwood Public Safety Department

RE: Authorize and award mechanical repairs

The Ironwood Public Safety Department is seeking authorization to award Pomasl Fire Equipment repairs on Tower #99, our ladder truck.

NFPA and DOT inspection require annual truck certifications. During our inspection mechanical issues were identified.

Repairs were initiated by Northwoods Equipment from Woodruff, WI. The project uncovered mechanical issues outside their scope of work. The recommendation was to transport tower #99 to Red Power Diesel.

Pomasl is the exclusive dealer for Pierce fire apparatus and subs out work to Northwoods and Red Power Diesel.

The City has utilized Pomasl for most projects and are confident in their work. Because of the uniqueness of the apparatus and work required for this project further quotes were difficult to ascertain.

Thank you for your consideration.



**Pomasl Fire Equipment, Inc.**  
 1918 Neva Road - P.O. Box 267  
 Antigo, WI 54409  
 800-686-6886  
 dan@pomasl.com OR kevin@pomasl.com  
 www.pomasl.com

# Invoice 80719

**BILL TO**  
 City of Ironwood Public Safety  
 Dept  
 123 W. McLeod Avenue  
 Ironwood, MI 49938

**SHIP TO**  
 City of Ironwood Public Safety  
 Dept  
 123 W. McLeod Avenue  
 Ironwood, MI 49938

DATE 02/25/2020	<b>PLEASE PAY</b> <b>\$21,550.10</b>	DUE DATE 03/26/2020
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**CUSTOMER PO #**  
1999 Pierce Ladder TRK

**POMASL PO**  
Verbal

QTY	DESCRIPTION	RATE	AMOUNT
6.50	Labor - Intermittant Issue - Truck Sometimes Quits Running	115.00	747.50T
7	Labor - Primer Is Inoperative	115.00	805.00T
2	90 Degree Connector, 1/4 Fitting	2.30	4.60T
2	1/4" Nylon Tubing, Ft. - TH100C	0.60	1.20T
1	Primer Valve Conversion Kit - K1182-1	1,121.00	1,121.00T
1	Gasket - 51218	5.30	5.30T
1	Freight - Incoming	37.80	37.80T
1	Primer Pump Repair Kit - K971	108.00	108.00T
1	Freight - Incoming	37.00	37.00T
3	Labor - Aerial Motor Does Not Move Left	115.00	345.00T
0.50	Labor - Passenger Side, Front Outrigger Does Not Retract All The Way	115.00	57.50T
4	Labor - PM & DOT Inspections	115.00	460.00T
1	Hose Clamp - 3504	0.75	0.75T
1	Washer Fluid - Misc	2.50	2.50T
2	Antifreeze, Qt. - 1127B	2.55	5.10T
4	Labor - Change Fluids	115.00	460.00T
2	Oil; Filter - 1971	14.65	29.30T
34	15W40 Oil, Qt. - 257005990	3.10	105.40T
1	Coolant Filter - 4071	9.65	9.65T
1	Fuel Filter - 3120	7.55	7.55T
1	Fuel Filter - 3231	30.00	30.00T
1	Transmission Filter Kit	108.25	108.25T
41	ATF, Qt. - 226502990	3.50	143.50T
1	AD-9 Reman Dryer - M109689X	185.25	185.25T

Demers Ambulances - Pierce Fire Apparatus - PL Custom Ambulances - FR Conversions Ambulances  
 Scott Safety - LION Safety Apparel - Cairns/MSA Helmets  
 PLUS hundreds of additional products and services

QTY	DESCRIPTION	RATE	AMOUNT
1	NAPAGOLD Oil Filter - 1515	9.35	9.35T
8.50	Labor - Aerial Maintenance	115.00	977.50T
2	Lubriplate Food Grd Grease - 0232098	1.45	2.90T
2	Super Lube Grease - 257063	16.00	32.00T
2	Degreaser - EB-1	7.25	14.50T
1	Labor - Audible Air Leak In Cab When park Brake Is Released	115.00	115.00T
3	90 Degree Connector Fitting - TH269E - 1469-6-2	2.75	8.25T
1	90 Degree Connector 1/4 x 3/8 Fitting - TH269C - 1469-4	2.15	2.15T
15.75	Labor - Audible Air Leak At Passengers Side Of Rear Axle	115.00	1,811.25T
2	Pressure Switch - 44-0334	92.20	184.40T
1	Service Brake Relay Valve - 55-5213	212.95	212.95T
1	Park Brake Relay Valve - 55-0190	74.85	74.85T
1	Freight - Incoming	50.25	50.25T
1	90 Degree Connector 3/8 Fitting - TH269EE - 1469-6	3.00	3.00T
1	Connector 1/2 Fitting - TH268FF - 1468-8-8	3.45	3.45T
3	Connector 5/8 Fitting - TH268H - 1468-10	6.00	18.00T
1	90 Degree Connector 3/8 x 1/2 Fitting - TH269EF - 1469-6-8	5.90	5.90T
1	90 Degree Connector 5/8 Fitting - TH269H - 1469-10	8.55	8.55T
2	Connector 3/8 x 1/4 Fitting - TH268EE - 1468-6	1.90	3.80T
1	Branch Tee 1/4 x 1/4 3600X4 - 127SC	3.35	3.35T
1	Run Tee 1/4 x 1/4 3750X4 - 127C	3.30	3.30T
1	Run Tee 1/2 x 1/2 3750X8 - 127F	6.25	6.25T
2	Plug 1/2 3152X8 - 109XF	1.80	3.60T
2	Street Elbow 1/2 3400X8 - 116SF	3.75	7.50T
1	Street Elbow 1/2 x 1/2 3350X8 - 124SF	3.50	3.50T
1	90 Degree Connector Fitting - TH269E - 1469-6-2	2.55	2.55T
1	Air Hose Assy - 16318	11.55	11.55T
1	Bushing 1/2 x 3/8 3220X8X6 - 110F	1.55	1.55T
1	Hardware	3.45	3.45T
5.50	Labor - Several Brake Issues	115.00	632.50T
4	Slack Adjuster - 40910742	154.40	617.60T
1	Freight - Incoming	16.75	16.75T
17.75	Labor - Remove Front Brakes	115.00	2,041.25T
1	Freight - Incoming	76.35	76.35T
1	Bearing - 6461T	104.75	104.75T
1	Race - 6420T	57.75	57.75T
1	Bearing/Race Set - Set 424T	88.00	88.00T

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Scott Safety - LION Safety Apparel - Cairns/MSA Helmets  
PLUS hundreds of additional products and services

QTY	DESCRIPTION	RATE	AMOUNT
2	Rotors - 1326182	338.30	676.60T
2	Caliper Slide Pin Sets - 1607073	206.25	412.50T
1	Brake Pads - 1651853	374.25	374.25T
2	Wheel Seal - 3064863	29.70	59.40T
25.50	Labor - Multiple Vacuum Leaks Found After Repairing Primer	115.00	2,932.50T
1	Valve Body, 3.0" - 88300009	923.40	923.40T
1	Valve Body, 1.0" - 88100030	155.65	155.65T
1	2.0" Vlv Srv Kit, SS Ball - 9145	111.80	111.80T
1	Flange, 2.5" FNPT - 105030F	71.10	71.10T
2	Valve Body, 2.5" - 88250012	271.70	543.40T
1	Hose Clamp, - 9212	1.49	1.49T
1	Hardware - HWD	9.75	9.75T
2	2.5" Vlv Srv Kit, SS Ball - 9146	139.85	279.70T
1	4.0" Vlv Srv Kit - 8908	235.60	235.60T
1	Flange, 2.5" FNPT - 105030F	71.10	71.10T
3	Labor - Engine/Trans Area Coated With Oil	115.00	345.00T
1.50	Labor - Exhaust Leaking Under U-Clamps	115.00	172.50T
3	Band Clamp, 5" - X004484	10.15	30.45T
2.50	Labor - Lights Inoperative	115.00	287.50T
1	Light, Tailboard - 61-1139	22.90	22.90T
1	Bulb, 1004	2.30	2.30T
5.75	Pump Test	115.00	661.25T
1	Transducer - 23520795	694.40	694.40T
8	Fuel gallons - Diesel	2.82	22.56T
0.50	Labor - Could Not Perform Pump Test	115.00	57.50T
2.25	Labor - Transfer Valve Inop	115.00	258.75T
1	Misc Shop Supplies	100.00	100.00T

Please See Attached Work Order

SUBTOTAL	21,550.10
TAX	0.00
TOTAL	21,550.10

**TOTAL DUE \$21,550.10**

THANK YOU.

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 Scott Safety - LION Safety Apparel - Cairns/MSA Helmets  
 PLUS hundreds of additional products and services

1918 Neva Road, PO Box 267  
Antigo, WI 54409  
800.686.6886 or 715.623.7454  
fax: 715.627.7504

# POMASL

## FIRE EQUIPMENT INC.

dan@pomasl.com  
kevin@pomasl.com  
www.pomasl.com

Item	Description
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	<b>Complaint:</b> intermittent issue - truck sometimes quits running when park brake is set, and will not start again until park brake is released
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	<b>Cause:</b> Customer request
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	<b>Labor Correction:</b>
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	Chassis / Instrument & Controls / WENT THROUGH SCHEMATICS AND TRACED OUT PARK BRAKE AND IGNITION CIRCUITS. SENT IN TICKET TO PIERCE TO GET THE PROPER REVISION FOR THIS TRUCK AND THE I/O SHEETS. WENT THROUGH THE SCHEMATICS TO FIND WHERE THE WIRING IS RUN FOR THE PARK BRAKE CIRCUIT AND IGNITION. WENT THROUGH THE IO SHEETS AS WELL. THIS IS MOST LIKELY A COMMAND ZONE FAULT THAT WILL HAVE TO DUPLICATED. Test drove truck. During test drive pulled over and set park brake numerous times trying to duplicate problem. Could not get problem to occur. Buttoned up truck for customer Pickup. INSPECTED OVER TRUCK BEFORE LEAVING - 4,30
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	<b>Complaint:</b> primer is inoperative
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	<b>Cause:</b> Customer request
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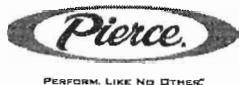
	<b>Labor Correction:</b>
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	Engine / Valves / PRIMER VALVE ON TOP OF THE PUMP WAS SEIZED, REMOVED P.S PUMP PANEL AND A VALVE TO GAIN ACCESS TO THE PRIMER VALVE. REPLACED A LINE THAT WAS CUT MOST OF THE WAY THROUGH. GOING FROM THE NEEDLE VALVE BELOW THE INTAKE RELIEF TO THE TOP OF THE PUMP. CLEANED UP SEALING SURFACES ON THE DISCHARGE PIPING THAT WAS REMOVED TO GAIN ACCESS TO INSTALL THE VAP VALVE. REMOVED OLD PRIMER VALVE AND INSTALL NEW VAP VALVE. INSTALL PUSH BUTTON ON PUMP PANEL. WIRE TO PRIMER MOTOR. REMOVE PRIMER MOTOR TO REPLACE SOLENOID THAT A STUD STRIPPED OUT ON. INSTALL NEW SOLENOID AND INSTALL PRIMER MOTOR. TEST PRIMING SYSTEM. WORKING CORRECTLY. PUMP WILL NOT HOLD PRIME. BOTH AUX INLET VALVES WERE FROZEN FROM THE COLD AND NOT BEING DRAINED PROPERLY. FLANGES AND VALVES NEED TO BE REPLACED. OTHER VALVES WILL HAVE TO BE CHECKED AFTER INLET VALVES ARE REPAIRED BECAUSE OF TOO LARGE OF LEAKS. - 30
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Parts	90° CONNECTOR, 1/4 FITTING - 1469-4-4
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2.00000

Prompt, Courteous Service since 1939



Item	Description	Quantity
Parts	1/4"NYLON TUBING, FT - TH100C	2.00000
Parts	PRIMER VALVE CONVERSION KIT - K1182-1	1.00000
Parts	GASKET - 51218	1.00000
Parts	FREIGHT - INCOMING	1.00000
Parts	PRIMER PUMP REPAIR KIT - K971	1.00000
Parts	FREIGHT - INCOMING	1.00000

**Complaint:** aerial monitor does not move left without helping it

**Cause:** Customer request

**Labor Correction:**

Aerial / Repair / CHECK MONITOR, MOVING ALL DIRECTIONS BUT MOVES TO THE LEFT AND RIGHT SLOWER. TEST WIRING AND VOLTAGE. ALL SEEMS TO HAVE GOOD POWER AND GROUND. FOUND 2 BOLTS BROKE OFF FOR CHAIN COVER. DRILL OUT ONE BOLT, COULDN'T GET THE SECOND BOLT OUT. INSTALL NEW SCREW SO NOW IT HAS TWO SCREWS HOLDING IT TIGHT. REMOVE BALL BEARING PLUGS. BEARINGS ARE VERY DRY AND DIRTY. CLEAN AND LUBE BEARINGS. IT MOVES BETTER NOW. - 30

**Complaint:** passenger side, front, outrigger does not retract all the way. stays out approx. 1/2". outrigger not stowed alarm is on

**Cause:** Customer request

**Labor Correction:**

Aerial / Repair / COULD NOT CONFIRM COMPLAINT, ALL OUTRIGGERS ARE GOING ALL THE WAY RETRACTED - 30

**Complaint:** PM & DOT inspections

**Cause:** Customer request

**Labor Correction:**

Chassis / Chassis / PERFORMED PREVENTIVE MAINTENANCE AND DOT INSPECTIONS. - 30

Parts	HOSE CLAMP - 3504	1.00000
Parts	WASHER FLUID - MISC	1.00000
Parts	ANTIFREEZE, QT - 1127B	2.00000

**Complaint:** change fluids

**Cause:** Customer request

**Labor Correction:**

Transmission / Filters / CHANGED FLUIDS AND FILTERS 30

Parts	OIL FILTER - 1971	2.00000
Parts	15W40 OIL, QT. - 257005990	34.00000
Parts	COOLANT FILTER - 4071	1.00000
Parts	FUEL FILTER - 3120	1.00000
Parts	FUEL FILTER - 3231	1.00000
Parts	TRANSMISSION FILTER KIT - 7740XE	1.00000
Parts	ATF, QT - 226502990	41.00000

Item	Description	Quantity
Parts	AD-9 REMAN DRYER - M109689X	1.00000
Parts	NAPAGOLD OIL FILTER - 1515	1.00000
<b>Complaint:</b> aerial maintenance		
<b>Cause:</b> Customer request		
Labor	<b>Correction:</b> Aerial / Repair / PERFORM AERIAL PREVENTIVE MAINTENANCE INSPECTION. CLEANED AND LUBRICATED THE OUTRIGGER, LADDER AND WATERWAY SLIDING AREAS. - 30	
Parts	LUBRIPLATE FOOD GRD GREASE - 0232098	
Parts	SUPER LUBE GREASE - 257063	
Parts	DEGREASER - EB-1	
<b>Complaint:</b> audible air leak in cab when park brake is released		
<b>Cause:</b> Customer request		
Labor	<b>Correction:</b> Chassis / Chassis / Verified air leak @ park brake switch. Removed cz screen to gain access to back side of switch. Found one of the delivery port air fittings to be leaking. Disconnected lines and removed fittings. Updated all fitting on switch to compression style fittings. Reinstalled into truck. Checked for leaks and proper functionality. Everything working as it should. No leaks found. - 30	
Parts	90^ CONNECTOR FITTING - TH269E - 1469-6-2	3.00000
Parts	90^ CONNECTOR 1/4 X 3/8 FITTING - TH269C - 1469-4	1.00000
<b>Complaint:</b> audible air leak at passenger side of rear axle area when brakes are applied		
<b>Cause:</b> Customer request		
Labor	<b>Correction:</b> Chassis / Chassis / Listened around rear axle for air leaks while brakes were applied. no leaks found. HEARD SLIGHT LEAK WHILE CHECKING BRAKE STROKE. STARTED SPRAYING DOWN VALVES AND FITTINGS. FOUND SERVICE BRAKE RELAY VALVE TO BE LEAKING THROUGH THE EXHAUST. DISCONNECTED SERVICE BRAKE LINES ON CHAMBERS WHILE PARK BRAKE WAS RELEASED TO SEE IF ANY CHAMBERS WERE LEAKING THROUGH CAUSING THE AIR TO COME OUT THE EXHAUST OF THE SERVICE BRAKE RELAY VALVE. FOUND BOTH PARK BRAKE SWITCHES ON THE SERVICE BRAKE RELAY VALVE TO BE LEAKING AS WELL. FOUND THE EXHAUST PORT ON THE PARK BRAKE RELAY VALVE TO BE LEAKING AS WELL. BOTH RELAY VALVES ARE ON ORDER. WAITING ON PARTS CURRENTLY. Installed new fittings into brake valves. Installed new valves into truck. Checked for leaks, none found. Took lots of time to get valves hooked up due to tight quarters. - 30	
Parts	PRESSURE SWITCH - 44-0334	2.00000
Parts	SERVICE BRAKE RELAY VALVE - 55-5213	1.00000
Parts	PARK BRAKE RELAY VALVE - 55-0190	1.00000
Parts	FREIGHT - INCOMING	1.00000
Parts	90^ CONNECTOR 3/8 FITTING - TH269EE - 1469-6	1.00000



Item	Description	Quantity
Parts	CONNECTOR, 1/2 FITTING - TH268FF - 1468-8-8	1.00000
Parts	CONNECTOR, 5/8 FITTING - TH268H - 1468-10	3.00000
Parts	90^ CONNECTOR 3/8 X 1/2 FITTING - TH269EF - 1469-6-8	1.00000
Parts	90^ CONNECTOR 5/8 FITTING - TH269H - 1469-10	1.00000
Parts	CONNECTOR, 3/8 X 1/4 FITTING - TH268EE - 1468-6	2.00000
Parts	BRANCH TEE 1/4X1/4 3600X4 - 127SC	1.00000
Parts	RUN TEE 1/4X1/4 3750X4 - 127C	1.00000
Parts	RUN TEE 1/2X1/2 3750X8 - 127F	1.00000
Parts	PLUG 1/2 3152X8 - 109XF	2.00000
Parts	STREET ELBOW 1/2 3400X8 - 116SF	2.00000
Parts	STREET ELBOW 1/2X1/2 3350X8 - 124SF	1.00000
Parts	90^ CONNECTOR FITTING - TH269E - 1469-6-2	1.00000
Parts	AIR HOSE ASSY - 16318	1.00000
Parts	BUSHING 1/2X3/8 3220X8X6 - 110F	1.00000
Parts	HARDWARE - HWD	1.00000

**Complaint:** several brake issues- not returning, flagged at full stroke, uneven stroke

**Cause:** Customer request

**Labor Correction:**

Chassis / Chassis / Checked brake strokes. Both rear axles are out of adjustment. Auto slacks not working correctly. Set up and installed new slacks on rear axles. Checked brake stroke and made slight adjustments to get them all at a good starting point. Rechecked brake stroke after test drive. Everything is in spec. - 3,30

Parts	Slack adjuster - 40910742	4.00000
Parts	FREIGHT - INCOMING	1.00000

**Complaint:** remove front brakes, inspect calipers and pads and advise

**Cause:** Customer request

**Labor Correction:**

Chassis / Chassis / Put truck up on jack stands removed front tires. Pulled upper caliper pin. Backed off brakes and disconnected air line to chamber. Tipped caliper down off rotor to inspect. Found cracked and chipped pads and uneven rotors. would recommend new pads and rotors. Removed calipers. Pulled hubs and rotors. Cleaned and inspected bearings found the p/s bearing need to be replaced due to wear. Removed rotors from hub assemblies. Removed races from hubs on p/s. Installed new d/s rotor and hub seal. Installed rotor/hub assembly onto truck. Still need to torque axle nut. FINISHED ASSEMBLY ON D/S OF TRUCK. INSTALLED NEW RACES IN P/S HUB. INSTALLED NEW ROTOR ONTO HUB. INSTALLED HUB ASSEMBLY ONTO SPINDLE AND TORQUED NUT TO SPEC. INSTALLED CALIPERS WITH NEW PADS AND CHECKED BRAKE STROKE AND AIR LINES FOR LEAKS NONE FOUND. INSTALLED WHEELS AND TORQUED TO SPEC. TEST DROVE TRUCK. RECHECKED BRAKE STROKE AFTER TEST DRIVE. EVERYTHING IS STILL IN SPEC. TRUCK BRAKED STRAIGHT AND GOOD ON TEST DRIVE. CLEANED UP WORK SPACE. - 30

Item	Description	Quantity
Parts	FREIGHT - INCOMING	1.00000
Parts	BEARING - 6461T	1.00000
Parts	RACE - 6420T	1.00000
Parts	BEARING/RACE SET - SET424T	1.00000
Parts	ROTORS - 1326182	2.00000
Parts	CALIPER SLIDE PIN SETS - 1607073	2.00000
Parts	BRAKE PADS - 1651853	1.00000
Parts	WHEEL SEAL - 3064863	2.00000

**Complaint:** multiple vacuum leaks found after repairing primer

**Cause:** Customer request

**Labor Correction:**

Chassis // REMOVE P/S AUX. INLET VALVE. 2 COVER SCREWS ARE STRIPPED, CUT OFF HEADS AND RE-DRILL HOLES IN DIFFERENT LOCATION. OBLONG HOLES FOR VALVE MOUNTING BRACKET. REPLACE FLANGE, JUST AD INNER FLANGE, WARPED. CLEAN UP OUTER FLANGE. INSTALL NEW VALVE AND INSTALL BRACKET AND COVER. STARTED REMOVING D/S AUX INLET VALVE AND REPLACE VALVE AND FLANGE. REMOVE D/S AUX INLET AND REPLACE VALVE. BOTH FLANGES ARE OK. INSTALL VALVE AND PULL VAC. FOUND #1, 2, 3, 4, AND ALL VALVES. ALL D VALVES LEAKING. REMOVE AND REBUILD ALL VALVES. INSTALLED #1 DISCHARGE VALVE. PULLED VACUUM STILL FAILS. PRESSURIZED PUMP. FOUND AIR LEAKING INTO TANK. REBUILT TANK VALVE. PRESSURIZED PUMP. STILL NOISE IN TANK STARTED REMOVING TANK TO PUMP VALVE. Removed top valve. Disassembled and cleaned up. Found groove to deep to clean up in shaft housing. Installed new valve in truck. Removed, disassembled, inspected and rebuilt cross-lay 2 discharge valve. Pulled vacuum. Truck passed vacuum with ease. Reassembled pump panels and pump panel accessories. - 30

Parts	VALVE BODY,3.0" - 88300009	1.00000
Parts	VALVE BODY,1.0" - 88100030	1.00000
Parts	2.0"VLV SRV KIT,SS BALL - 9145	1.00000
Parts	FLANGE,2.5"FNPT - 105030F	1.00000
Parts	VALVE BODY,2.5" - 88250012	2.00000
Parts	HOSE CLAMP - 9212	1.00000
Parts	HARDWARE - HWD	1.00000
Parts	2.5"VLV SRV KIT,SS BALL - 9146	2.00000
Parts	4.0"VLV SRV KIT - 8908	1.00000
Parts	FLANGE,2.5"FNPT - 105030F	1.00000

**Complaint:** engine/trans area coated with oil - clean/degrease and advise

**Cause:** Customer request

**Labor Correction:**

Engine / Oil Pan / CLEANED AND DEGREASED ENGINE AND TRANS AREA. TOOK TRUCK FOR TEST DRIVE. CHECKED FOR LEAKS, NO VISUAL LEAKS FOUND AFTER TEST DRIVE. - 30

Item	Description	Quantity	Rate	Amount
	<b>Complaint:</b> exhaust leaking under u-clamps. Remove clamps and install band-style clamps <b>Cause:</b> Customer request (Inspection)			
Labor	<b>Correction:</b> Engine / Turbo / 1-23-20 #30 OUT TRUCK UP ON LIFTS. REMOVED OLD U-BOLT CLAMPS. HAD TO CUT ONE OFF DUE TO HEAVY RUSTING. CLEANED OUT LOOSE RUST IN BETWEEN LAYER OF PIPE AT JOINTS. CLEANED UP PIPES WITH SCOTCH BRITE PAD. INSTALLED NEW BAND CLAMPS. CLEANED UP WORK SPACE. - 30			
Parts	BAND CLAMP,5" - X004484	3.00000		
	<b>Complaint:</b> Lights inoperative - rear upper DOT light, and driver side aerial platform step light <b>Cause:</b> Customer request (Inspection)			
Labor	<b>Correction:</b> Chassis / Lighting & Electrical / REMOVED LENS COVER FROM RED UPPER DOT LIGHT THAT WAS INOP. FOUND THE BULBS TO BE RUSTED INTO THE SOCKETS. UPGRADED LIGHT TO A 3 LIGHT BAR. INSTALLED BAR ONTO TRUCK AND TESTED FUNCTIONALITY. REMOVED LENS COVER FROM D/S AERIAL TURN TABLE STEP LIGHT. FOUND THE INCORRECT SIZE BULB TO BE INSTALLED WHICH WAS CAUSING THE LENS COVER TO MAKE CONTACT WITH THE BULB. THIS MOVED THE BULB IN THE SOCKET AND MADE A POUR CONNECTION. INSTALLED CORRECT SIZE BULB AND INSTALLED COVER. TEST FUNCTIONALITY. EVERYTHING WORKING AS IT SHOULD. - 30			
Parts	LIGHT,TAILBOARD - 61-1139	1.00000		
Parts	BULB - 1004	1.00000		
	<b>Complaint:</b> Pump test <b>Cause:</b> Customer request (Inspection)			
Labor	<b>Correction:</b> Pump/pump related components / Repair / Brought truck into pump test bay. Hooked truck up to pump test equipment. Had to add 8 gallons of diesel to truck to make it through pump test. Started pump test. Ran into problems immediately with pressure traducer not reading correctly. Shut down truck. Used multi meter to check voltages at wiring. Voltages are all in spec. Hooked up scope and ran pump to verify faulty transducer. Confirmed that the transducer is bad. Performed pump test. At first had no power at the pump pane, had to shut everything down and back on to get it. Then the transfer valve didn't work the mount for the motor broke, fixed that: then I was able to do the pump test. During the pump test the 2.5 crosslay leaked around the flanges. Performed vacuum test and it passed. Disconnected and picked up all the hoses, put the front panel back on along with the heat pans. Customer declined having the water leak at the 2.5" crosslay flanges fixed. - 30,29			
Parts	TRANSDUCER - 23520795	1.00000		
Parts	FUEL,GALLONS - DIESEL	8.00000		
	<b>Complaint:</b> Could not perform pump test - pressure governor not working properly <b>Cause:</b> Customer request (Inspection)			
Labor	<b>Correction:</b> Pump/pump related components / Repair / Could not perform test - pressure governor not working properly. Replaced the pressure transducer. Verified proper function - 30,29			

Item	Description	Quantity
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**Complaint:** TRANSFER VALVE INOP.

**Cause:** MOTOR MOUNT PIVOT BROKEN (Inspection)

**Labor Correction:**

Engine / Valves / Found that the motor mount pivot bolt had broken. Removed the broken bolt, welded a nut onto the part in the pump to remove it. Installed new bolt and got it back in place. Transfer valve now moves - 30,29

**Unit:** EC328 **VIN:** 4P1CT02S0XA001471  
**1999 PIERCE MANUFACTURING Tilt Cab**  
**Chassis:** 87,566 Miles

City of Ironwood  
213 S. Marquette St.  
Ironwood, MI 49938



**IRONWOOD**  
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Phone: (906) 932-5050  
Fax: (906) 932-5745  
www.cityofironwood.org

March 4, 2020

To: Ironwood City Commission  
Scott Erickson, City Manager

From: Bob Tervonen, City Utilities Manager 

Re: Request to Advertise to Bid Water Leak Detection

I am requesting the approval from the Ironwood City Commission to bid for water leak detection. Water leak detection is in the current budget and we would like to have a survey completed by the end of the fiscal year. Final approval for the recommended bid will be brought back to you for your approval.

Thank you for your time. Please contact me if you have any questions.



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